



**MEMORANDUM**

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TO: Mayor and Council

FROM: Greg Guernsey, AICP, Director  
Planning and Zoning Department

DATE: January 19, 2017

RE: C14-2016-0116 – 1616 E. Oltorf Street (District 9)  
Postponement Request

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Staff is requesting a postponement for the above referenced zoning case from January 26, 2017 to February 16, 2017. This case is going to the Planning Commission January 24, 2017.

If you need additional information, please contact Acting Assistant Director, Jerry Rusthoven, at 512-974-3207.

**Greg I. Guernsey, AICP, Director  
Planning and Zoning Department**

x: Elaine Hart, Interim City Manager  
Sue Edwards, Assistant City Manager